

Board of Directors Executive Committee Meeting
Monday, September 21, 2020, 6:30 pm
North Bay Developmental Disabilities Services, Inc.

Join Zoom Meeting:

<https://us02web.zoom.us/j/82419292031?pwd=aEVac2VqRFZYOEh6TnAyWnVoU3NuUT09>

Join by Phone:

Call-in: 1-669-900-6833 **Meeting ID:** 824 1929 2031 **Password:** 878085

AGENDA

- I. CALL TO ORDER – Angel Hixson, President
- II. ROLL CALL AND INTRODUCTIONS – Sara Speck, Secretary
- III. PUBLIC COMMENT – 2 minutes per person unless otherwise allowed by Board Chairperson.
- IV. CONSIDERATION OF MINUTES – Angel Hixson, President ACTION
 - A. Minutes of the Executive Committee Meeting of August 17, 2020 be approved as submitted.
- V. REVIEW OF SEPTEMBER 2ND BOARD MEETING INFO
- VI. OCTOBER 7TH BOARD MEETING PREP INFO
- VII. B-1 CONTRACT – Isabel Calder, Chief Financial Officer ACTION
- VIII. DOUG CLEVELAND BOARD OPPORTUNITY FUND DONATIONS TO HELP FIRE VICTIMS
- Gabriel Rogin, Executive Director ACTION
- IX. EXECUTIVE DIRECTOR’S REPORT – Gabriel Rogin, NBRC Executive Director INFO
- X. OTHER BUSINESS - Any other Board business may be brought up at this time.
- XI. PUBLIC COMMENT – 2 minutes per person unless otherwise allowed by Board Chairperson.
- XII. ADJOURNMENT – Angel Hixson, President

CLOSED SESSION – a) The governing board of a regional center may hold a closed meeting to discuss or consider one or more of the following: (1) real estate negotiations, (2) the appointment, employment, evaluation of performance, or dismissal of a regional center employee, (3) employee salaries and benefits, (4) labor contract negotiations, (5) pending litigation (b) Any matter specifically dealing with a particular regional center client must be conducted in a closed session. -- W&I Code 4663(a) & (b).

NEXT MEETING ANNOUNCEMENT – The next Board of Directors Executive Committee call is October 18, 2020 at 6:30 pm.

Board of Directors' Executive Committee Meeting
Monday, August 20, 2020 at 6:30 pm
North Bay Regional Center - Via Zoom

NBRC BOARD MEMBERS PRESENT: Rosemarie Pérez, Treasurer
Sara Speck, Secretary
Angel Hixson, President
Jeremy Johnson, Vice President

NBRC BOARD MEMBERS ABSENT:

STAFF PRESENT: Gabriel Rogin, NBRC Executive Director
Danielle Bernardo, NBRC Executive Assistant

MINUTES

CALL TO ORDER – *Jeremy Johnson, Vice President* called the meeting to order at 6:35 pm.

ROLL CALL AND INTRODUCTIONS – *Sara Speck, Secretary*, conducted roll call. A quorum was present.

PUBLIC COMMENT – None

CONSIDERATION OF MINUTES –

M/S/C (Speck/Hixson) Move that the July 20, 2020 minutes be approved as submitted. UNANIMOUS

REVIEW OF AUGUST 5TH BOARD RETREAT –

Gabriel Rogin, NBRC Executive Director noted he sent an email to the board summarizing the August 5th Board Retreat, capturing the main points.

- There was a significant Cultural Competency discussion with a presentation from Ana Lugo, Equity First Consulting.
- The question was asked how many Service Providers have tested positive.
 - Statewide: 1,217
 - Our region: 28
- There are 30 positive cases within NBRC's client population that we are aware of.
- The board asked for a list of previous training topics covered.
 - Staff will put together the training plan for 2020-2021.
- The board would like the website to be redesigned.

SEPTEMBER 2ND BOARD MEETING PREP –

Gabriel Rogin, NBRC Executive Director reviewed proposed agenda items with the Executive Committee.

- The Performance Contract and National Core Indicators will be presented.
- The Nominating Committee has several items to present
 - New member recommendation will be introduced.
 - Attendance/Removal of a board member.
 - Recommending a change to the bylaws to align the way officers are elected, to the start of the fiscal year.
 - If an officer terms out in March, they adopt an interim term until July.

EXECUTIVE DIRECTOR'S REPORT –

Gabriel Rogin, NBRC Executive Director, noted the following;

- There have been rolling blackouts recently. NBRC is using Everbridge notification system to make sure our community is aware and are prepared.
- The office re-entry plan is still being developed. We are currently gathering feedback from staff.
 - Phase 1 – Very limited number of staff working in the office.
 - Phase 2 – 20-30% of staff working in the office. This will be based on if the county is off of the watch list and infection rates must be decreasing.
 - Working in the office will be voluntary.

- Flexible schedules – NBRC is working to support parents that are trying to juggle childcare and work.
 - Remote work locations – Most employees are working from home.
 - Equipment – Staff are asking to take equipment home. A check out process is being developed.
 - DDS nonresidential services – will bill monthly instead of daily/hourly.
- *Jeremy Johnson* noted rolling blackouts will be discussed in September. He asked if there should be a Public Safety Power Safety refresher, reminding people what to do. He mentioned the precautions being taken in cooling centers; a mask is required, space everyone out, hand sanitizer available, and workers are cleaning common areas often.
- *Rosemarie Pérez* asked if there are individuals with medical needs or life sustaining equipment in homes without generators.
- *Gabriel* noted he will follow up and confirm that residential homes have a plan in place.

OTHER BUSINESS – N/A

PUBLIC COMMENT – None

ADJOURNMENT – *Jeremy Johnson, President*, adjourned the meeting at 7:09 pm.



Date submitted to NBRC Board for review

Date approved by NBRC Board Executive Committee (if applicable)

Date approved by NBRC Board

 09/21/2020

Operations <input checked="" type="checkbox"/>
Purchase of Service <input checked="" type="checkbox"/>

The following contracts have been reviewed by Isabel Calder, Chief Financial Officer and Gabriel Rogin, Executive Director. Both of whom recommend approval by the NBRC Board of Directors.

Purpose of Contract	Contractor Name and Vendor# (if applicable)	Term of Contract	Total Contract Amount	Notes
B-1 for Fiscal Year 20/21	Department of Developmental Services	July 1, 2019 – June 30, 2026	\$337,464,786.00	<p>The B-1 reflects the remaining Operations allocation including Core Staffing, Rent, and Policy items. It also includes the remaining POS allocation.</p> <p>With the approval of the B-1 amendment NBRC total allocation for FY21 is as follows:</p> <ul style="list-style-type: none"> • Ops: \$23,761,066 • POS: \$313,703,720

